

**VILLAGE OF MALCOLM, NEBRASKA
BUILDING PERMIT APPLICATION**

All construction, remodeling, repairs, or other work on real property, which comprises, residential or commercial premises, shall require a building permit pursuant to Village Code §9-102/

Village Use Only
Receipt No. _____
Date: _____
Building Permit #: _____

Fee Paid:
Structure \$ _____
Water/Sewer Hook \$ _____
Water Meter \$ _____
Total Paid \$ _____
2 COPIES OF BUILDING PLANS

Owner: _____

Owner's Address: _____ Phone Number: _____

Email: _____ Cell Number: _____

Project Location Address: _____

Legal Description for Project Location: _____

Current Zoning for Project Location: _____

Address to which the permit is to be mailed: _____

Type of Improvement: New Building ___ Addition ___ Alteration ___
Repair/Replacement ___ Moving (relocation) ___ Foundation only ___
Other _____

PROPOSED USE

Residential: One Family ___ Multi-Family ___ Units ___
Motel-Hotel or Dormitory Units ___ Bed & Breakfast ___ Garage ___ Carport ___
Other _____

Nonresidential: Recreational ___ Church ___ Industrial ___ Parking garage ___
Service Station ___ Repair Garage ___ Hospital ___ Office ___ Public Utility ___
School/Education ___ Store ___ Tanks ___
Other _____

Ownership: Public ___ Private ___

Estimated Costs: \$ _____ Labor
 \$ _____ Materials

- Separate "Homeowner Acting as Contractor" form necessary if Self-Performing work by Owner – not available for commercial property.

Contractor Name: _____

Address: _____ Telephone Number: _____

Email: _____ Cell Number: _____

Architect Name: _____

Address: _____ Telephone Number: _____

Email: _____ Cell Number: _____

Plumber Name: _____

Address: _____ Telephone Number: _____

Email: _____ Cell Number: _____

Electrician Number: _____

Address: _____ Telephone Number: _____

Email: _____ Cell Number: _____

HVAC Contractor: _____

Address: _____ Telephone Number: _____

Email: _____ Cell Number: _____

Brief Description of Project: _____

PROJECT INFORMATION

(Check all that apply)

Construction Type: Wood Frame ___ Steel Frame ___ Masonry Construction ___

Other _____

Floor Area: 1st Floor ___ sq. ft. 2nd Floor ___ sq. ft. 3rd Floor ___ sq. ft.

Basement: Finished ___ sq. ft. Unfinished ___ sq. ft.

Heating System: ___ Electric ___ Gas ___ Other _____

Water Heater: ___ Electric ___ Gas ___ Other _____

Water Service: ___ Village ___ Rural ___ Well

Pipe Size: ___ ¾ Inch ___ 1 inch ___ Other _____

Sewer System: ___ Village ___ Septic ___ Lagoon

(Provide State Permit)

Electrical System: ___ 100 amp ___ 200 amp ___ other ___ amp

Temporary Electric: ___ yes ___ no

Garage: ___ Attached ___ Detached, Size ___ sq. ft.

Lawn Irrigation: ___ yes ___ no

Swimming Pool ___ yes ___ no

Fence: ___ yes ___ no

Shed ___ yes ___ no, Size ___ sq. ft.

Sidewalk ___ New installation ___ Repair/Replace

Off Street Parking _____ (1 parking space = 180 sq. ft.)

SIGNS

Type: ___ Pole ___ Window ___ Roof ___ Ground ___ Wall size of surface covered: _____

Height of sign _____ Placement of sign _____

Construction material _____ Temporary or Permanent (circle)

Light Yes _____ No _____, if yes amount of luminary effect _____

Sound Yes _____ No _____, if yes decibels in volume _____

Does the sign project onto property? _____

Provide a copy of the design of the sign, including wording and images

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Plans and Specifications: Applicant shall attach 3 sets of drawings or the engineered plans showing the size of the lot upon which the structure is to be located; the size of the structure to be constructed; the distance of the structure from any existing structures; the distance of the structure from adjacent lot lines; an indication of the direction North; and the names of any adjacent streets. One set shall be on-site at all times; two sets will be kept on file at the Village Hall or with the Inspector, and will not be returned to the Applicant.

Fees: The appropriate fee must be submitted with the Application before it can be submitted to the Planning Commission for review and recommendation to the Village Board. Additional fees and inspections are as follows:

Building Permit fee	SEE ATTACHED FEE SCALE
Plan Review Fee – Initial	
Residential	Included
Commercial	\$45.00
Plan review Fee After Revisions Res./Comm.	\$45.00
Inspections (payable upon review of plans)	\$45.00 each
Water Hook up Fee	\$300.00
Sewer Hook up Fee	\$300.00
Water Meter Cost (actual cost to Village & 10 %)	\$ _____
(Village Clerk will give you an estimate to pay)	

I hereby certify that the data submitted on or with this Application is true and correct, that I am the Owner at this address, or that for the purposes of obtaining this Permit, I am acting as the agent on the Owner's behalf, with full authority to do so. All work done on this project will be done by contractors who are required to be licensed by the State of Nebraska. When approved and numbered, this Application becomes a Permit to build. Granting of this Permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. If the work for which a permit has been issued shall not be begun within six (6) months of the date thereof, or if the construction shall be discontinued for a period of six (6) months, the permit shall be void, and before such work can be resumed, a new permit shall be obtained in the same manner and form as an original permit. I will provide proof of any electrical inspections by the State of Nebraska with 10 days after completion of such inspection. I will keep the Inspection Card posted in an obvious place near or within the construction area at all times until the project is completed, inspected and approved.

Applicant's Signature (s): _____

(Print Name of Above Signatory) Date: _____

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**BUILDING PERMIT APPLICATION REVIEW
PLANNING COMMISSION**

Recommend Approval? Yes_____ No_____

Comments/Changes to be required?

Forwarded to Village Board _____
Date

Planning Commission Chair

**BUILDING PERMIT APPLICATION REVIEW
VILLAGE BOARD**

Approved Yes_____ No_____

Comments/Changes to be required?

Village Board Date of Action _____
Date

Village Board, Chair

Attest

Village Clerk

Returned to Planning Commission _____
Date and reason

- Separate "Homeowner Acting as Contractor" form necessary if Self-Performing work by Owner – not available for commercial property.